



Neighborhood and Community Engagement Commission
Tuesday, October 22, 2013 Meeting Minutes
Minneapolis Central Library, Doty Board Room

NCEC member attendees: Doron Clark, Andy Hortillosa, Brittany Lewis, Mariah Levison, Marcea Mariani, Kenya McKnight, Carol Pass, Kirk Roggensack, Jeffrey Strand, Saciido Shaie and Tessa Wetjen.

NCEC members excused: Denis Houle, Ishmael Israel, and Abdi Muse.

NCEC members absent: Henry Jimenez

Commission staff: Howard Blin, Cheyenne Brodeen and Lance Knuckles.

Guests: Sunny Chanthanouvong and Chanida Potter from the Lao Assistance Center.

Agenda Item

Content

1.Introduction

(Action)

A. Agenda.

Commissioner Shaie was in the Chair. The meeting was called to order at 5:10pm. A Quorum was present to begin the meeting actions.

Motion: Motion Clark seconded by Strand to move the agenda. Motion by Hortillosa seconded by Wetjen to move up agenda item 5 above agenda item 3. Motion carried.

During introductions Vice-Chair Shaie reviewed the group norms and actions for the meeting. Commissioner Strand mentioned the Camden Haunted House at Folwell Park and Commissioner Clark mentioned similar events in Northeast Minneapolis.

2. Executive Committee Reports

(Informational and Action)

Secretary Report:

A. Minutes.

Motion: Strand moves to approve the minutes, Hortillosa seconds the motion. Motion carried.

B. Attendance Report: Commissioners Houle, Israel and Muse reported their absences to staff prior to the meeting.

5. Blueprint for Equity Update

(Discussion)

Summary: NCR Access and Outreach Manager Lance Knuckles shared that he and Commissioners Strand and Hortillosa (who serves on the NENA board) attended a Blueprint for Equity

meeting with the Nokomis East Neighborhood on September 26, 2013. The discussion went well and notes from the meeting are included in the packet. The Access & Outreach staff continue to connect with neighborhoods to schedule additional meetings with neighborhoods. Commissioner Pass arrived at 5:17pm.

Commissioner Comments:

- Commissioner Lewis asked if there was a formal process to reach out if neighborhoods want to connect and have an equity discussion at their meeting.
 - Neighborhoods can reach out to Lance or a member of the Access & Outreach team who is assigned to their particular neighborhood.
- Commissioner Strand commented on the constructive nature of the meeting. He also noted that Commissioner Mariani had been present at the NENA meeting.
- Commissioner Roggensack asked if the five questions that were discussed at the NENA meeting, are they the same five questions that will be discussed at the other neighborhoods meetings.
 - Yes, these questions were developed and approved by the NCEC and will be asked of every neighborhood that invites the Equity discussion to be held at their neighborhood meeting.
- Commissioner Hortillosa acknowledged Lance's work and presentation at the NENA meeting. He also said that at first there was some tension but Lance was able to diffuse that.

Commissioner McKnight arrived at 5:27pm.

**3. Presentation
from Lao
Assistance
Center
(Informational)**

Summary: The Lao Assistance Center was one of the three recipients of the One Minneapolis Fund pilot grant program. The NCR department has invited all of the grant recipients to attend a NCEC meeting and share information about their work. Commissioner Mariani arrived at 5:30pm.

Chanida Potter and Sunny Chanthanouvong shared information about the Lao Assistance Center. The Center was started in 1983 and has its office in the Harrison Neighborhood. The center provides assistance to Lao families in Minneapolis and a few surrounding suburbs.

The project is the Lao Leadership Institute. Laotian people felt that their community was missing in leadership positions in the City. There are only two Lao employees that work for the City and the community would like to see more Lao people sitting on boards and commissions. The Leadership Institute focuses on civic engagement and outreach activities and it is a five week course. Training for the first group is now underway and they would like to see the program continue in January 2014. It was noted that there are about 12,000 Lao Americans in Minnesota, many in Minneapolis and Brooklyn Center. Two more cohort groups are scheduled to begin meeting, one in January 2014.

Commissioner Comments:

- Commissioner Strand asked what the geographic distribution of the cohorts was and what neighborhoods they live in.
 - The cohorts are all college graduates and all live in Hennepin County.
- Commissioner Wetjen said that the commission could help with the placement of cohorts in other city boards and commissions once they finish the program.
- Commissioner Levison mentioned that MAPP for Non-profits also helps place people on boards and commissions.
- Commissioner Pass asked if any of the cohorts serve on neighborhood boards where they live.
 - Sonny is on the Harrison board and said that the Harrison neighborhood does a good job connecting with the Lao community but other Northside neighborhoods could do a better job reaching out to the Lao community.
- Commissioner Lewis said that her neighborhood is trying to do better outreach to the Asian community and working to address language barriers.
 - Sunny and Chanida suggested that neighborhood member visit the Lao Assistance Center and they can help connect them with members of the community.

4.NRP Policy Board Report (Informational)

Summary: Commissioner Strand as NRP Policy Board Chair provided the report. There is no new update to report. There was no October 2013 meeting. Based on the September 17th action by the Policy Board the NCR Department has sent out

revisions to the NRP Policy Board Grievance Policy for a 45-day review period. Written comments are to be submitted by December 9th. Also, the Grievance Panel met regarding the Cedar Riverside NRP neighborhood.

6. Task Force

Reports (Action)

A. Committee of the Whole: Commissioner Strand said that Committee of the Whole met on October 9th to develop recommendations of the various elements of the Community Investment Fund (CIF) program and bring them back to the full Commission for approval. Four Commission members were present at the meeting and reached consensus on these recommendations. NCR Manager Howard Blin provided an overview of the meeting and the iterative process taken.

Motion: Wetjen moves to accept the four recommendations of the Committee of the Whole and move forward with the framework and development process of the Community Investment Fund (CIF) guidelines 2014, Hortillosa seconds the motion.

Amendment: Wetjen moves to amend the motion to insert mid-2014 in the main motion, Clark seconds the motion. The Motion to Amend Carried. The Main Motion Carried.

Commissioner Comments:

- Commissioners Pass and Mariani expressed that they are not comfortable with a four person panel making these recommendations.
- Commissioner Wetjen explained that the Committee of the Whole doesn't approve anything. It was established to be a working group.
- NCR Staff explained that this is not the final discussion; this is the first iteration of what will be a long process of developing the program. When we first met in June regarding the CIF Program it was decided that the commission would meet as a CoW to do the work, make recommendations to the commission after each meeting and adopt them at a full commission meeting.
- Commissioner Hortillosa commented that these recommendations are not strict guidelines; they are a framework for us to work from. At the September meeting

the commission voted that this is how we wanted to handle this process.

- Commissioner Lewis mentioned that the recommendations say that the work will begin in 2014, which is a very broad timeline. Is there a specific quarter you intend the work to happen?
 - The timeline that NCR staff with the Committee of the Whole had the Council Approval of the program in June 2014 with solicitation of RFP's in August 2014.
- Commissioner Lewis also asked how you would get feedback from neighborhoods when there are already restrictions on the funds.
 - Staff responded and said that we would be upfront with what the restrictions are. Most of the latitude of the development of the program comes in determining what types of priorities these funds should be addressing.
- Commissioner Wetjen reiterated that this funding is for neighborhoods and that needs to be introduced in the appropriate way.
- Commissioner Pass shared that diverse neighborhoods might have a harder time developing priorities because of the wide range of needs in the community.
- Commissioner Mariani said that it is important that we are very clear at where the funding sources for the CIF program and the One Minneapolis Fund is coming from. There is a lot of confusion in the neighborhoods about this. The diagram that staff shared at the CoW meeting should be distributed to the full NCEC commission.
- Commissioner Wetjen explained that we've discussed the funding sources at every meeting. We should already have enough information to be clear with neighborhoods on where the money is coming from for each of these programs.

B. Policies and Procedures Task Force Report

Commissioner Clark reviewed the document drafted in August 2013. There was a question about the origin of signed ballots.

Motion: Clark moves to approve the Policies and Procedures Manual, Strand seconds the motion. Motion Carried. No abstentions noted.

Motion: Wetjen moves to discharge the Policies and Procedures Task Force, Lewis seconds the motion. Motion Carried.

Commissioner Comments:

- Commissioner Pass was concerned about the requirement of the signed paper ballot. It is not a good idea, in the committees bylaws it only requires that for the election of the executive committee.

C. One Minneapolis Fund Task Force: Commissioner Wetjen on behalf of the One Minneapolis Fund Task Force asks the Commission receive the interim report of the One Minneapolis Fund Task Force. The report explains what was done to develop the program and the RFP process; it does not include outcomes and next steps or what the grantees are doing.

Motion: Wetjen moves to add commissioner Hortillosa to the membership of the One Minneapolis Fund Task Force, Strand seconds the motion. Motion Carried.

Motion: Wetjen moves to receive the interim report of the One Minneapolis Fund Task Force, Strand seconds the motion. Motion Carried.

Motion: Wetjen moves to ask that the Neighborhood and Community Engagement Commission grant the approval for the Chair and/or Chair's designee to continue to request additional funding through other available budget channels, Lewis seconds the motion. Motion Carried.

Commissioner Comments:

- Commissioner Strand would like to suggest that the commission asks for the program funds be doubled from the original \$62,000. Asking for \$500,000 is a lot.
- Commissioner Mariani would like clarification on what the other budget meetings are.
 - Commissioner Wetjen responded that this would be the budget public hearings coming up in November or individual meetings with Council Members.

7. NCR Report (Informational)

Summary: The NCR department has hired Michelle Chavez as a new Neighborhood Specialist. She comes from the City's Public Works department and we are happy to welcome her on November 4th.

The department is beginning to plan for the 2014 Community Connections Conference. This year the planning will be done by a planning team that consists of neighborhood representatives, cultural community representatives, city staff and we would like 2 representatives from the NCEC.

Motion: Clark moves to appoint Commissioners Lewis and Roggensack to serve as Neighborhood and Community Engagement Commission Representatives on the Conference Planning team, Hortillosa seconds the motion. Motion Carries.

6. New Business (Informational and Discussion)

A. Open Forum:

Motion: Wetjen moves to make a change to section 13.3.3 of the bylaws to remove the sentence that asks for a signed paper ballot, Lewis seconds the motion. Motion laid on the table until next meeting due to the bylaws requirements on amendments (see section 16.3). Commissioner Strand noted that there was a proposed bylaws change item on the last meeting agenda that was not carried forward to the October meeting, but should be acted on in November.

The item raised by Commissioner Wetjen will be on the November NCEC agenda.

- Commissioner Hortillosa asked if the NCEC could help teach neighborhoods about governance. Some Neighborhoods bylaws aren't very robust.
 - Neighborhood Team Manager Robert Thompson provides training about governance to neighborhoods. Neighborhoods must submit bylaws for the CPP submission to be approved.
- Commissioner Lewis suggested that it would be helpful to have presentations from City Departments on their functions and what they do.
- Commissioner Clark would like to have the City Department Engagement Task Force reconvened. He is hearing that there are problems with public notices and project processes.
- Commissioner Wetjen asked how this commission could address or work on present day issues in neighborhoods

and community.

- Commissioner Mariani stated that this was her last NCEC meeting, and that she had decided to resign.
- Commissioner Shaie thanked Commissioner Mariani for her service.
- Commissioner Roggensack asked if she would consider a leave of absence, not knowing Commissioner Mariani's reason for resigning and considering that other members have left the commission. Commissioner Mariani said she would consider it, yes . Commissioner Strand thanked Commissioner Mariani for her service, asked that she reconsider, but stated publicly she should be commended for her service and bringing her constituents voice and perspective to the commission if she decides to resign. Commissioner Strand referenced previous discussions with Commissioner Wetjen, that as the NCEC comes to clarity about funding recommendations for programs the option of having the One Minneapolis Fund task force become a stand-alone committee if the NCEC decides to keep the various funding programs in separate silos.

Adjourn

Commissioner Strand moved to adjourn. The Motion was seconded and carried. Commissioner Shaie thanked her two friends, Commissioners Clark and Strand, who had her back for the first meeting that she chaired. The October 22, 2013 meeting was adjourned by acting Chair Shaie at 7:06p.m.